

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: L. Robert Kimball & Associates, Inc.
 Region/Locality: Skyline Region
 Period: 02/28/004 - 03/26/04

Activity Report		
Task	Hours This Period	Comments
Active Tasks		
PSAP STRATEGIC PLANNING (1660)	11.50	
1. <i>Region</i> . Continued to monitor Phase I pending issues moving toward Phase II project tasks. Update database as needed. Revised plans to reflect current status, accomplishments, and problems. Determined items to finalize Phase I for PSAPs, for final testing, and to continue deployment of Phase II for PSAPs. Regional meeting held.	10.00	Reviewed and revised each PSAP's project plan on a periodic basis. Discussed with appropriate director, staff, or technician.
2. <i>Region</i> . Reviewed and coordinated issues with LRK staff, directors/coordinators, and follow up of such. Provided more specific details to Sr. Project Manager.	1.50	
PSAP ASSESSMENTS (1661)	1.00	
1. <i>City of Waynesboro</i> . Reviewed status of CPE upgrade and discussed upcoming install. Discussed display issues with C1 and TSI; display issue should be resolved when upgrade completed.	1.00	Assisted with CPE display issue. Preparing for CPE upgrade.
FUNDING REQUEST/TRUE UP ASSISTANCE (1662)	1.00	
1. <i>Region</i> . Discussed upcoming FY end and preparation for true up. Made preliminary plans to begin meeting with each PSAP individually.	1.00	Begin preparations for upcoming FY year end and impending true ups.
LEC/WSP LIAISON (1663)	34.00	
1. <i>Augusta County</i> . Followed up with NPI for PSAP status and testing date. Requested and received cell site inventory to assist county with development of cell coverage map layer. Reviewed and closed out status for Phase I deployment with NPI. nTelos contacted via phone and e-mail to schedule and confirm testing. Reviewed issues for April test date to finalize this deployment. Scheduled test with T-Mobile for April. Reviewed status with rep. Made several contacts with Triton to review status and schedule April test date. Joined conference calls with C1 for status and test scheduling. Issues and concerns reviewed and discussed during conference calls and other PSAP test. Unsuccessful testing facilitated. April test date set.	10.25	
2. <i>Harrisonburg/Rockingham County</i> . Conference call with C1 and subsequent follow up for pending Phase II deployment. C1 and TSI are currently in negotiations regarding Phase II deployment.	2.00	

3. <i>Nelson County</i> . Assisted PSAP with final preparation of Alltel CRS; sites still being addressed by County. Monitored issue with NPI regarding security feature that was accidentally turned off. Scheduled April test for nTelos for remaining site. Triton testing was cancelled at the last minute by carrier due to issues on their part. April test date scheduled after several contacts with Triton. Joined status calls with C1. Toy cell test continued. Drive test date to be determined.	7.00	<p>Researched status of LECs, trunk orders, equipment issues, and WSPs. Assisted with coordination of efforts. Followed up on all pending issues and concerns. Some task overlap with Acceptance Testing task items. Entire Region/Individual PSAPs: Coordinated testing with WSPs, PSAPs, and LRK staff. Reviewed TVWs prior to test dates. Facilitated testing. Follow up on pending test issues. Updated PSAP information with such. Continued to review CMRS reports and validate. Continued contact all carriers to review status of each PSAP. Followed up on discrepancies. Reviewed status with LRK staff. Involved meetings, calls, and/or e-mails with LEC, PSAPs, and WSPs.</p>
4. <i>Rockbridge County</i> . Coordinated delayed Phase II request and drive testing with NPI. Provided NPI with requested information again. Awaiting response to scheduled drive test.	2.00	
5. <i>City of Staunton</i> . Followed up with NPI deployment on last day of February. No pending issues. Contacted nTelos to confirm test date for April. Possibility of a new site being ready to test also. Contacted T-Mobile to have CMRS status corrected. Made several contacts with Triton for PSAP status and to schedule testing. Confirmed date for April testing. VZW testing completed with Phase I deployment; appropriate contact and follow up made. Second test with C1 was successful; appropriate contact made for facilitating testing and follow up afterward.	9.75	
6. <i>City of Waynesboro</i> . T-Mobile testing scheduled for April. Made several contacts with Triton regarding status and test date. Triton advised they are continuing to have a problem with supporting the CAMA trunks to nTelos (LEC). They may have to replace the trunks with SS-7 trunks to support. Ongoing. Joined conference calls with C1. Issues related to data delivery may be resolved. Other sites tested successfully. Awaiting CPE upgrade to schedule test date.	3.00	
INSTALLATION OVERSIGHT (1614)	0.00	
CUT-OVER ASSISTANCE (1664)	0.00	
SYSTEM IMPLEMENTATION (1641)	0.00	
MAPPING/GIS ASSISTANCE (1642)	20.75	
1. <i>Augusta County and City of Staunton</i> . Continued discussions with PSAP and OSSl about mapping product and plotting of coordinates.	2.00	Assisted PSAPs with display product issues.
2. <i>City of Staunton</i> . Worked with GIS Coordinator to create cell tower coverage layer. Walked through process for converting CRS from Excel to GIS file.	3.25	
3. <i>City of Waynesboro</i> . Assisted PSAP with data for Intrado for loading and formatting for mapping. Reviewed available data. Provided information to GIS department for working with Intrado.	15.50	
PROJECT REPORTING (1652)	14.50	
1. <i>Region</i> . Collected information and prepared monthly report for WSB. Reviewed with directors. Continued to work closely with WSPs to confirm and verify dates and action items. Reviewed with supervisor. Updated database.	14.50	Prepared report outlining pertinent information for each PSAP for monthly report. Submitted for review.

TRAINING (1665)		0.00	
ACCEPTANCE TESTING (1615)		51.50	
1. <i>Augusta County.</i> NPI testing scheduled and facilitated with Phase I successfully deployed. Contacted nTelos to schedule testing of remaining cell site. Testing to take place in April. Scheduled testing of remaining sector with T-Mobile for April. VZW on site drive testing completed. Phase I considered deployed. Facilitated unsuccessful testing with C1. Issues related to TSI and data delivery. Retest set for April.		20.25	Coordinated and facilitated testing efforts with PSAPs and carriers. Assisted with resolution of problems. Followed up on pending issues. Some task overlap with LEC/WSP Liaison task items.
2. <i>Nelson County.</i> Triton testing was cancelled at the last minute due to issues with carrier. Next test date pending. Followed up on toy cell testing with C1. Ongoing.		3.75	
3. <i>Rockbridge County.</i> Facilitated successful Phase II deployment with NPI.		11.50	
3. <i>City of Staunton.</i> Followed up with NPI deployment on last day of February. No pending issues. Phase I deployed. Contacted nTelos to schedule testing of remaining cell site. VZW testing completed with Phase I deployment. Tested with C1 and was unsuccessful. Second testing was successful with Phase I deployed.		14.00	
4. <i>City of Waynesboro.</i> T-Mobile testing scheduled for April. Triton testing was cancelled due to issues with carrier. Test date pending. Reviewed status with C1; testing still pending due to data delivery issues.		2.00	
TOTAL HOURS		134.25	
Completed Tasks			
PSAP Assessments	Entire Region		
Equipment Installations/Upgrades			
Deployments			
FY 02 True Ups Submitted	Entire Region		
FY 03 Requests Submitted	Entire Region		
FY 03 True Ups Submitted	Entire Region		
FY 04 Request Submitted	Entire Region		
FY 05 Request Submitted	Entire Region		
Issues of Importance / Accomplishments			
Equipment Installations/Upgrades Pending - See Attached PSAP Status Update.			
Deployment Issues - See Attached PSAP Status Update.			